

STRATEGIC PLAN

2018-2023





University of Mumbai

**Kharepatan Panchakroshi Shikshan Prasarak Mandal, Kharepatan's
ARTS, COMMERCE AND SCIENCE COLLEGE, KHAREPATAN**

(Affiliated to Mumbai University No. ICM / I / 558 / 2012 - 13)

Swatantrya Sainik Guruvariya Veer Shankarrao G. Pendharkar Education
Campus, Kharepatan

Tal. Kankavli, Dist. Sindhudurg - 416 703 - (MS) India



Dr. Atmaram D. Kamble (M. A., Ph. D.)

Principal

The college has chosen to focus on five areas as part of its Strategic Plan for the five years starting from June 2018. These Include:

- Optimal use of Resources on Campus
- Upgradation of Classroom Infrastructure
- Introduction of a Discipline-Centric Social Involvement Programme
- Enhancing Inclusion on Campus
- Cultivating Wellness on Campus

These Plans are to be implemented in a Phased Manner over the five years.

1. OPTIMAL USE OF RESOURCES ON CAMPUS

1. Conducting audits in the following areas:

a. Space Usage: so as to better utilize space for the various activities on Campus. Spaces could be identified for the Students' Council.

b. Environmental Audit:

i) Electricity: so as to cut down on this expenditure, as well as to become a more environment-friendly campus. Switching over to less energy consuming bulbs and tube lights could be undertaken. Maps of the electricity appliances per class-room could be created, so that specific appliances could be switched on without resorting to the trial-and-error-method.

ii) Water: so that this precious resource is saved / recycled in order to reduce the campus' ecological damage. Leakages would be regularly checked for, faucets would be changed so that water cannot be kept running by any user. Grey water would be channelled towards the gardens on the campus.

iii) Solid waste generated: so that it can be segregated and bio-degradable matter can be converted into compost. Again, the exorbitantly large amount of used paper generated every year would be sold to Green NGOs in exchange for recycled paper.

2. Inviting students from schools and Mofussil area colleges to engage with our campus, through visits, lectures in the campus as well as with even our lecturers going as resource persons to other colleges. Students from rural colleges could come to our campus and use our laboratory facilities through the signing of MoUs.



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Campus



OPTIMAL USE OF RESOURCES ON CAMPUS




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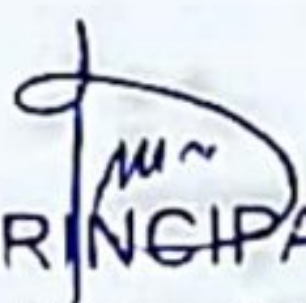
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Campus Garden



Parking Area




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शिक्षणातून पुनर्रचना



पुनर्रचनेतून शिक्षण



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2. UPGRADATION OF CLASSROOM INFRASTRUCTURE

To give our stakeholders a better teaching-learning experience as well as to keep up with the times, the college finds it necessary to upgrade the academic facilities in the class rooms. The College intends to approach donors to financially support us (through their CSR commitment) in this cause. The following activities have been planned:

1. Ensure that every classroom in the college is AV enabled. Both inter-active as well as non- inter-active projectors will be purchased. The type of projector fixed in a classroom would be determined by the size as well as the frequency of AV requirement per classroom. Depending on the type of projector installed, appropriate screens would be affixed in the classrooms — the simpler projectors have pull down screen and the Interactive projectors would have sliding and hard material white screens.
2. Old as well as worn out boards (black, green and white) would be replaced. Dustless chalk would be circulated in the classrooms. Whiteboard makers would also be made available through the departments.
3. Each cabinet would have an amplifier for controlling volume of the sound, a mike, a computer (for projection) and the requisite accessories needed to optimize the facility. Staff and a few students (e.g., the CR) would be trained on how to handle the facilities. Staff would be encouraged to use mike (hand-held or lapel) during the lecture. By enhancing the classroom's technology, there would be less pressure on the MMR and the SCAVI.
4. Upgrading the facilities in the College Gymkhana, improving the facilities in the basket- ball court.
5. Ensuring a better work load sharing among the technical staff employed by the college.
6. Upgrading the computers or the computer programmes in the Language Lab as well as the Knowledge Centre.
7. Increasing classroom movement space by pruning the size of the teacher's platform in some of the classrooms.
8. Switching to the electronic mode of recording the attendance during the lectures.



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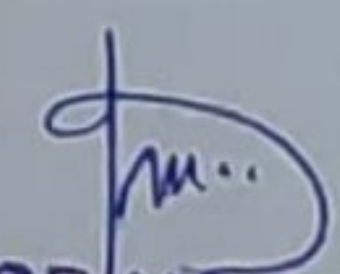
Classroom



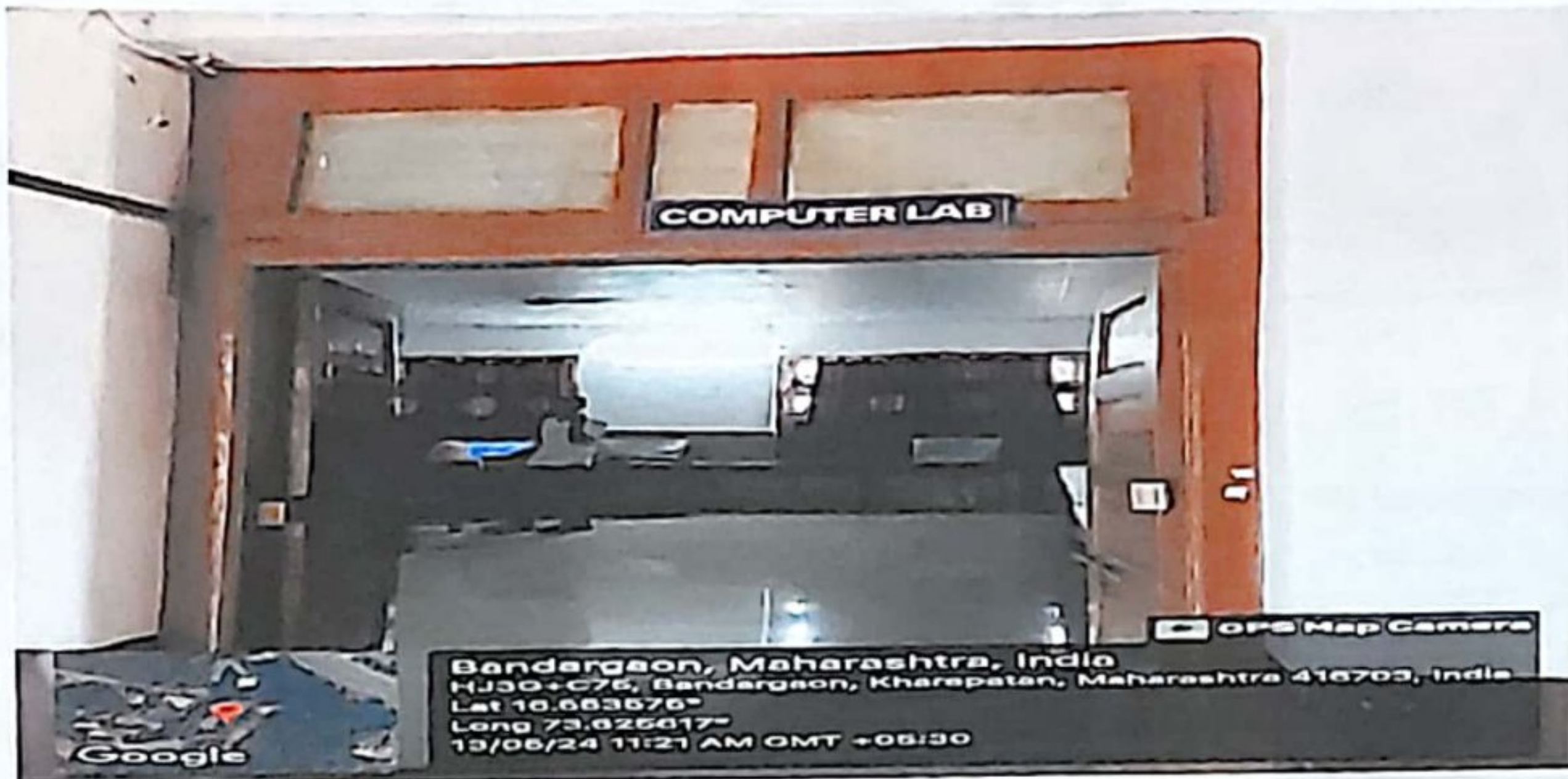

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K. J. Somaiya Institute of Technology & Management
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COMPUTER LAB




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3. INTRODUCTION OF A DISCIPLINE-CENTRIC SIP

In order to ensure that our students are not just learning, performing and then moving on in life. It has been decided that every department will have to connect their discipline with the social reality in our country and the world. For this, the SIP time that students have to put in, would be divided between working with and NGO (for 45 hours) and working on social issues with a chosen college department. Hence, every department and even college associations are expected to curate at least 5 hours of discipline-centric activity and invite students (mainly from their own departments or even from other departments to experience the connection between the concerned discipline and social reality).

The department is expected to appoint a lecturer to oversee the running of this 5-hour programme, record the students attendance, participation and growth and then send a report to the SIP Office at the appointed time.

The aim of this SIP- tweak is to work towards making our students community assets in the real world, because they have engaged with a discipline academically as well as socially.

The hope is that the seed of Action-Research would be sown in our students. To further the spirit of being social relevant and conscious, every student run fest that is conducted in the college would have to leave a legacy for either the college or for the concerned department.

The legacy would have to be in the form of a tangible gift to the college or department (as per the need of the college / department).

Fest organizers are expected to factor in the cost of the gifted legacy into their budget right from when they start planning for the fest.

The hope is that this would inculcate in students the spirit of giving back to society even through non-curricular activities and furthermore, all students (not just the FYs) would have to be a part of the gratuitous activity.



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4. ENHANCING INCLUSION ON CAMPUS

As the college has always been open to serving students across all forms of capabilities, this year the college has decided to focus on enhancing this inclusive spirit through the following ways:

1. Constructing ramps at appropriate points around the campus to help physically challenged students to access various facilities across the campus.
2. Dedicating toilet space (with all the requisite setups) that are handicap-friendly — separately toilets for ladies and gents.
3. Ensuring that classrooms are as on the ground floor so that physically challenged students can access them easily for their lectures.
4. Fixing tactile tiles on the corridor floors and at key regions of the campus so as to help visually challenged students navigate around the campus freely and safely.
5. The examination department would be asked to get ready to conduct examinations as per the requirement of the SWD. Special classrooms would be dedicated for such exams.
6. A Student Support Cell would be formed, wherein students can voluntarily offer their support services to SWD.
7. All fests would be asked to ensure that they organize some event for SWD in their programme's schedule.



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5. CULTIVATING WELLNESS ON CAMPUS

There are three areas of concern regarding wellness of students. One, some students have psychological problems like depression, anxiety attacks, etc. Two, there is a widespread acceptance of mediocrity as against the college motto "challenging to fly." Three, many feel confused about choosing their career path. Hence, the college will set up a Wellness Centre (in place of the existing Counselling Centre) where wellness is seen as thriving rather than just surviving problems; it is being vibrantly alive, using more and more of one's abilities, discovering one's passion, and living a life of love and compassion. The Centre will help students in the three major areas listed earlier. First, professional counselling for students with psychological problems. Second, career counselling based on aptitude tests for students confused about their career path. Third, life coaching for students who are psychologically OK, but are far from using all of their potential, and would like to "fly".

To achieve its goals, the wellness centre would have to:

1. Run the centre in a very professional manner with at least one Counsellor on call to assist students / staff with psychological problems, during the prime college time.
2. Conduct workshops to help students understand why they have a self image much below their actual ability and how to rise to what they can be.
3. Offer support to fresher's on the campus and make them feel comfortable.
4. Organize sessions (open mike programmes) on weekends on the college campus (after college hours = early evening), for the students to freely interact, make friends, showcase their talents etc.

REVIEW IN JUNE 2020

Several audits (Academic, Administrative, Accessibility of Campus, Documentation, Environmental, Electrical, Fire, Structural) have been conducted, conservation and waste management measures have been adopted, books have been gifted to create more space in the library and the faculty and students were considered an intellectual resource that could be shared with other organizations along with the academic facilities on campus.




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6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc Response:

The effectiveness and efficiency of an institution's functioning are fundamentally tied to its institutional perspective plan. This plan encompasses the strategic vision and operational blueprint that guide the institution's development. It addresses policies, administrative setup, appointments, service rules, and procedures. A well-developed perspective plan ensures that the institution not only meets its immediate goals but also adapts to future challenges and opportunities.

POLICIES

Policies form the backbone of any institutional framework. They define the principles and guidelines that govern the institution's actions and decisions. Effective policies are comprehensive, transparent, and aligned with the institution's mission and vision. They cover various aspects, including academic standards, financial management, human resources, and student services.

1. Academic Policies: These ensure the maintenance of high educational standards. They cover curriculum development, teaching methodologies, assessment procedures, and academic integrity.
2. Financial Policies: These include budgeting, expenditure control, and resource allocation, ensuring the institution's financial stability and sustainability.
3. Human Resource Policies: These govern recruitment, training, development, and retention of staff, fostering a productive and motivated workforce.
4. Student Policies: These focus on admissions, scholarships, student welfare, and grievance redressal, ensuring a supportive and inclusive environment for students.



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ADMINISTRATIVE SETUP

The administrative setup is crucial for the smooth functioning of an institution. It involves the organization of departments, the hierarchy of authority, and the distribution of responsibilities. An efficient administrative setup ensures effective communication, coordination, and decision-making.

1. **Organizational Structure:** A clear and well-defined organizational structure delineates the roles and responsibilities of various departments and positions. This clarity helps in avoiding overlaps and gaps in functions.
2. **Leadership:** Strong leadership is vital for steering the institution towards its goals. This includes the governing body, the executive management, and departmental heads who provide strategic direction and oversee operations.
3. **Support Systems:** Effective administrative support systems, such as IT infrastructure, administrative offices, and support staff, are essential for the daily functioning of the institution.

APPOINTMENTS

Appointments play a pivotal role in the institution's success. The process of appointing qualified and competent individuals to various positions ensures that the institution is staffed with capable professionals who can contribute to its growth and development.

1. **Recruitment:** A transparent and merit-based recruitment process helps in attracting the best talent. This includes defining job roles, advertising vacancies, screening applicants, and conducting interviews.
2. **Orientation and Training:** New recruits should undergo thorough orientation and training programs to align them with the institution's values, policies, and expectations.
3. **Performance Management:** Regular performance evaluations and feedback mechanisms help in maintaining high standards of performance and addressing any issues promptly.

SERVICE RULES AND PROCEDURES

Service rules and procedures establish the working conditions and expectations for staff and faculty. They ensure that the institution operates smoothly and fairly, providing a conducive work environment.

1. **Code of Conduct:** A clear code of conduct outlines the expected behavior and professional ethics for staff and students. This promotes a respectful and professional environment.




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